

Accreditation of Adult Education and Youth-In- Custody Programs

Written 1.12.07 Effective 9.19.07
Revised 12.16.11
Revised 07.01.04 Effective 07.01.14

Introduction:

Adult education and Youth-In-Custody (YIC) students are afforded educational opportunities empowering them to become self-sufficient, with the basic academic skills necessary for future employment and personal successes. Through program intervention the adult learner/YIC learner will improve their literacy skills obtaining the knowledge and fulfilling the requirements necessary to complete an adult education secondary diploma.

Pursuing a post secondary degree through a community college or other institution of higher learning could be an outcome reflective of the student's desire for further education. Having an Adult Education Secondary Diploma or a K-12 traditional diploma for YIC students issued by an accredited secondary school is essential to ensure admission and future successes.

Purpose:

Ensuring the adult education/YIC student the same opportunities for post-secondary opportunities and economic stability afforded a traditional K-12 high school graduate by the issuing an Adult Education Secondary Diploma or a traditional K-12 diploma for the YIC student from an accredited program.

Adult Education Local Program Responsibilities:

- All adult education programs receiving state legislative funding, issuing adult education academic credit and adult education secondary diplomas are to be accredited by Northwest Association of Schools (NAAS) and maintain accreditation for the period of time as state legislative funding is granted to the local program.
- Accreditation is recognized by one of the following methods:
 1. Adult education/YIC program is administered “under the umbrella” of An alternative high school as a special purpose school that is accredited by the NWAC.
 2. Adult education/YIC program is a “stand-alone” program the accredited as special purpose school by NWAC.
 3. Adult education/YIC program is administered as a “department” of a high school of the local school district that is accredited by the NWAC.

**Parameters for both Adult Education and YIC Programs Choosing Accreditation
“Under the Umbrella” or as a Department of an Accredited School:**

In order for an adult education or a Youth-In-Custody program to be part of an accredited school and as part of the accreditation process the following must occur:

- A formal letter, memo of understanding, or policy must have been produced by the district and/or the accredited school explaining the school’s configuration for accreditation including an organizational chart showing lines of responsibility (accountability or chain of command) for adult education and/or Youth-In Custody programs.
- Adult education/YIC enrollment shall be included in the total enrollment of the accredited school.
- Adult education/YIC programs shall be included in any self-study and accreditation visit that occurs with the accredited school. The adult education/YIC program(s) must be included and identified; student demographic and achievement data must be included in the school’s data either as part of the total school or as a separate department(s) or program(s) within the school.
- Adult education/YIC programs must be included explicitly in the accredited school’s action plan.
- At a minimum all transcripts and/or diplomas must carry the name of the accredited school.
- All adult education diplomas must carry the verbiage “Adult Education Secondary Diploma” and may carry the program name, e.g. XYZ High School, Adult Education Program.
- NWAC Annual Reports must reflect and include the adult education/YIC programs when evaluating the NWAC Standards and indicators.
 - Curriculum must meet or exceed Utah Core Curriculum requirements.
 - All staff members must be included and represented in the annual report.
 - All professional staff must meet Utah Educator Licensing requirements and be included as part of the school as a whole.

Complete accreditation information may be obtained at the USOE website at:
<http://www.schools.utah.gov/curr/accred/>.